



CITY OF HILLSBORO AUDIT COMMITTEE AGENDA

Tuesday, June 12, 2018

6:30 PM
Hillsboro Civic Center Room C207

Public Meeting
150 E. Main Street

Assistive Listening Devices (ALD) and sign language interpreters are available, at no cost, and can be scheduled for this meeting. Please provide at least 72 hours notice prior to the meeting. To obtain these services, call (503) 681-6100 or TTY (503) 681-6284.

This meeting is digitally recorded.

CALL TO ORDER

Consider minutes: December 12, 2017

1. ADVICE/INFORMATION ITEMS:

- A. Arrangement Letter for the audit of 2017-18 (4th year in contract for audits through Fiscal Year 2018-19) – Jon Grover, Finance Manager
- B. Review responsibilities of the Audit Committee – Talbot Korvola & Warwick, LLP - Bill Barker, Senior Manager and Dan Miley, Audit Manager
- C. Fiscal Year 2017-18 audit
 - 1. Timeline – August Interim, October Final Field Work, Issue Statements by Thanksgiving
 - 2. Overview: planning for the audit on the auditor's side – Dan Miley/Bill Barker
 - 3. Overview: preparing for the audit on the City side – Michelle Wareing/Jon Grover
 - 4. Governmental Accounting Standards Board requirements and changes
- D. Required fraud communications under Statement of Accounting Standards (SAS) 99 related to the Fiscal Year 2017-18 audit engagement – Dan Miley/Bill Barker

- E. Other items
 - 1. Government Finance Officers Association (GFOA) Award
 - 2. Cash audits - Internal and external auditors
 - 3. Fraud and ethics hotline update
- F. Timing of the next Audit Committee meeting – December.

2. ITEMS FOR AUDIT COMMITTEE ACTION:

- A. Convene with the auditors (no staff).